

# Mount Morris Library

121 Main Street

Mount Morris, New York 14510

## Regulations Governing Use of Library by the Public

The Board of Trustees of the Mount Morris Library, under Section 262 of the New York State Education Law, establishes the following rules in order to facilitate the broadest and most equitable use of the facilities of the library:

1. Respect for the rights and needs of all library users shall be maintained at all times and use of the library's materials shall be so supervised that the broadest number of people can be adequately served.
2. All members of the public will so conduct themselves that they will not interfere, by their actions or speech, with the legitimate rights of other library users.
3. Conduct considered improper in the library includes but is not limited to:
  - a. Public disturbance
  - b. Offensive or abusive language
  - c. Sleeping
  - d. Gambling
  - e. Loitering
  - f. Using, possessing or being under the influence of alcohol, narcotics or hallucinogenic drugs.
4. No smoking is permitted.
5. No animals, except those specifically required for service, are permitted within the library building.
6. No loitering in nor overcrowding of toilet facilities shall be permitted at any time.
7. Computers and other automated equipment shall be used in accordance with their intended purposes as defined by the library.

## Patron Code of Conduct

It is the intent of Mount Morris Library to provide a safe environment for its patrons and staff. Observing this Code of Conduct and all related library policies helps to make the library a welcoming place for the entire community. The following policies are in effect at all times:

- Shirts and shoes are required to enter the building
- Smoking is not permitted on library premises
- Beverages and snack foods may be enjoyed in the library so long as users clean up afterwards

- Only service animals are permitted inside the building
- Flyers must be approved before being posted to the community bulletin board

Behaviors that interfere with normal library operations, compromise safety or security, or prevent others from using or enjoying library services are prohibited. These include:

- Excessive noise that disturbs other library users
- Treating library materials, equipment, and furniture in destructive manner
- Handing out unsolicited literature or petitioning on library premises
- Fighting, both physical and verbal
- Larceny or theft of library materials or the private property of other library users or staff
- Foul language, obscene conduct, and/or indecent exposure
- Violation of any federal, state and local laws regarding sale and/or use of controlled substances
- Illegal possession of firearms, knives, or other weapons
- Using the library's computers and/or internet connection in an illegal way

Violation of this Code of Conduct and/or library policy will be addressed in these steps:

- A verbal warning will be issued
- The person(s) will be asked to leave the library
- Police will be called if the person(s) does(do) not leave or if the library staff feels threatened in any way.
- Library privileges, including access to the building and services, will be suspended until the situation has been legally resolved and/or Director and Board of Trustees determine that the violating behavior will not reoccur

Questions or concerns regarding the Mount Morris Library, this Code of Conduct, or related policies should be forwarded to the Director.

***Adopted and Approved by the Mount Morris Library Board of Trustees – December 6, 2021***